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July 16, 1997

Ms. Mary S. Clark
The Library of Virginia
800 East Broad Street
Richmond, Virginia 23219-1905

Dear Ms. Clark:

This is in response to the letter from the Department of Information Technology and The Library of Virginia regarding databases guidelines. The Department of Alcoholic Beverage Control has created no computer databases that meet the criteria of Paragraph 5 of the Commonwealth of Virginia Guidelines for the Indexing of Databases; therefore, no Database Indexing Reporting Forms are being submitted this year. If you have any questions, please contact Richard Lynch at 213-4507.

Sincerely,

A handwritten signature in cursive script that reads "Anne P. Petera".

Anne P. Petera

APP:ah

cc: Richard C. Moschler
Robert E. Cole
Richard R. Lynch